



PRE-DEVELOPMENT MEETING AGENDA

DEVELOPMENT SERVICES
320 E. JEFFERSON, ROOM 101
DALLAS, TX 75203

AGENDA

(POSSIBLE TOPICS TO DISCUSS – NOT ALL ITEMS MAY BE RELEVANT – THERE MAY BE RELEVANT ISSUES NOT LISTED. STANDARD FRAMEWORK/FLOW OF A TYPICAL MEETING. SLIGHT ADJUSTMENTS MAY OCCUR AT FACILITATORS DISCRETION.)

1. INTRODUCTIONS OF DESIGN TEAM, PROJECT DEVELOPERS AND CITY STAFF

2. PROJECT DESCRIPTION AND BACKGROUND FROM DESIGN TEAM, PROJECT DEVELOPERS OR OWNER

- GENERAL USE, LAYOUT, AND OVERALL DESIGN IDEAS
- IDENTIFY KNOWN DEVELOPMENT ISSUES, PREVIOUS MEETINGS WITH CITY REPRESENTATIVES, AGREEMENTS MADE OR APPLICATIONS SUBMITTED
- TIME FRAMES FOR SUBMITTAL AND EXPECTED CONSTRUCTION START

3. PLATTING & SUBDIVISION

- PLAT DETERMINATION (PLATTED LOT, UNPLATTED LOT, PRELIMINARY PLAT)

4. ZONING

- USES (LAND USE STATEMENT(S), DISCUSSION OF THE PROPOSED USE(S), AND ITS LAND USE DESIGNATION (S))
- SETBACKS/HEIGHT
- DENSITY (MINIMUM LOT SIZE PER DWELLING UNIT, AND PARKLAND DEDICATION FEES)
- PARKING (REQUIREMENTS, SITE PLANS, AND PARKING ANALYSIS FORMAT)

5. ENGINEERING DRAINAGE & PAVING

- FULL ENGINEERING DETERMINATION
- GENERAL DRAINAGE REQUIREMENT
- SIDEWALK REQUIREMENT
- DRIVEWAY REQUIREMENT
- ROW DEDICATION
- FLOODPLAIN
- ESCARPMENT
- REQUIRED EASEMENTS

6. TRAFFIC ENGINEERING

- TRAFFIC STUDY – TIA, PTA, DIR

- SIDEWALKS/MULTI-USE PATHS/TRAIL/PEDESTRIAN EASEMENTS/BICYCLE LANES
- BARRIER FREE RAMPS & ADA COMPLIANCE
- DRIVEWAY LOCATION/SPACING/DESIGN
- AUXILIARY TURN LANES
- COORDINATION WITH MEDIAN OPENINGS
- STREET IMPROVEMENTS / DEDICATION/ THOROUGHFARE PLAN COMPLIANCE
- TRAFFIC SIGNAL / INSTALLATION / IMPROVEMENTS
- STREET LIGHTS
- TRAFFIC CONTROL SIGNS & PAVEMENT MARKINGS
- PARKING /LOADING & DELIVERIES / SANITATION / CURB MANAGEMENT

7. ENGINEERING WATER/WASTEWATER

- SEWER AVAILABILITY
- WATER AVAILABILITY
- LOCATIONS, EXTENSION OF MAINS
- EASEMENTS OR AGREEMENTS REQUIRED F. METERS, DETECTOR CHECKS
- DETERMINE IF WASTEWATER CAPACITY ANALYSIS IS REQUIRED

8. FIRE DEPARTMENT REQUIREMENTS (FIRE)

- FIRE PROTECTION (FIRE ALARM/FIRE SPRINKLER)
- SITE ACCESS
- FIRE LANE (S)
- AVAILABLE PUBLIC FIRE HYDRANT PROTECTION
- PROPOSED BUILDING HEIGHTS

9. BUILDING CODE

- BUILDING (S) CONSTRUCTION TYPE (S)
- OCCUPANCY CLASSIFICATION (S)
- FIRE SPRINKLER STATUS
- ALLOWABLE AREA CALCULATION [INCLUDING ALL EXISTING BUILDING (S) ON SITE, PROPOSED OR FUTURE ADDITIONS]
- LOCATION OF EXISTING OR PROPOSED FIRE WALLS
- OCCUPANT LOAD CALCULATIONS INCLUDING MEANS OF EGRESS ANALYSIS

10. LANDSCAPE

- CITY CODE REQUIREMENTS/ARTICLE X
- TREE PRESERVATION / SITE RESTORATION